



## **FREMONT PLANNING BOARD**

**May 28, 2008**

### **Meeting Minutes**

Approved June 4, 2008

Present: Chairman Roger Barham, Co-Chair and CC Rep. Jack Karcz, Members Leon Holmes, Jr., John (Jack) Downing, Alt. Salvatore Angelone, Building Official Thom Roy, RPC Circuit Rider David West and Land Use AA/Recording Secretary Meredith Bolduc.

Mr. Barham called the meeting to order at 7:05 pm and appointed Mr. Angelone as a voting Member in Mr. Pitkin's place for this meeting.

#### **MINUTES**

Mr. Holmes made the motion to amend the minutes of the May 21, 2008 meeting By adding under LeClair on page 6 "The Board will send a letter to Mr. LeClair relating their decision".

Motion seconded by Mr. Karcz with unanimous favorable vote.

Mr. Karcz made the motion to approve the minutes of the May 21, 2008 meeting as amended.

Motion seconded by Mr. Holmes with unanimous favorable vote.

#### **NATURAL RESOURCE INVENTORY (NRI)**

Mr. Barham requested that the Rockingham Planning Commission incorporate the Town parcel data into the Natural Resource Inventory maps rather than send the incomplete maps to Dollard Associates for updating. Mr. West agreed to this request since the RPC has a licensed copy of the Towns parcel data.

#### **CAPITAL IMPROVEMENTS PROGRAM (CIP)**

##### **Cemetery Trustees**

The Board received and reviewed the Cemetery Trustees CIP worksheet which included a cost to purchase additional land for a new cemetery.

Questions:

1. What is the existing spare capacity of the existing cemeteries?
2. When do we need more land for a cemetery and is the 3 to 5 years accurate?
3. How much land is projected to purchase?

Mrs. Bolduc said that she will pose these questions to the Cemetery Trustees at their June 2, 2008 meeting and report their answers back to the Board.

### Town General Government

The Board reviewed the CIP project worksheet submitted for the Town general government buildings and Emergency management Services that was submitted by Town Administrator Heidi Carlson.

Questions for the Town Hall renovations:

1. What is the deceased operating and maintenance cost by adding a new heating system
2. Add something about the increased insulation
3. If this project is not currently provisioned for in the CIP, do we need to put aside additional funds?

Question for the revaluations:

1. Where will that money come from for the 2010 revaluation? Is there a difference between the money in hand and what will be needed?

Questions for the generator for the emergency shelter location at the Ellis School:

1. If “the town has large generator equipment” means the generator at the town hall is it fit for the purpose and what is its capacity; are we really looking at a new generator?

Mrs. Bolduc reported that the Town departments that have capital budgets have been sent a request for additional information and clarification of the projects for which they submitted project worksheets. Information has been received from the following departments.

### Conservation Commission

Mrs. Bolduc spoke with Glenn Greenwood, Senior Planner with RPC, and explained that the Planning Board was asking for clarification of the information that the Commission put in the CIP worksheet. She explained that information submitted to Mr. Greenwood and he advised that all the Commission can do is to submit the projected spending and revenue analysis, which is what they have done.

### Parks & Recreation.

The Board reviewed the updated worksheet for the Parks & Recreation Committee as submitted by Jon Benson. This showed a \$1,005,000 project for new ball fields, the same as the original worksheet. The worksheet showed a completion time of 4 years, but did not state a start time. It was agreed to amend the worksheet by deleting the marked selection under “replace & repair existing facilities or equipment” as the intent is to provide for new facilities and did not include the monies for repair. Questions the Board had for this department were:

1. Start date of the project
2. Land acquisition or use of land the town already owns?
3. If town land what land is being looked at?
4. Justification by population – how many children?
5. Is this a bond or capital reserves?
6. Is the \$605 figure minus the \$250 figure if town owned land is used?
7. How much land would be needed?
8. What would be the consequence of doing nothing/not moving forward with this project?
9. Why is the acquisition of 10 acres not in the Capital Improvements Program?
10. What is the timeline for the skate park?

It was agreed to request someone from the Parks & Recreation committee to meet with the Board to answer the questions.

Building/Code Official

This was the same worksheet as previously submitted that included vehicles and equipment, but with a window of spending of \$6,000 in each of the years 2010, 2011 and 2012 = execution of spending of \$18,000 with an impact of \$3,000 per year. Mr. Roy agreed to submit a written justification for this spending.

Fire and Rescue Department

The Board reviewed the worksheet for the Fire and Rescue Department a submitted by Fire Chief Richard Butler. This worksheet showed a \$350,000 expenditure for a new tanker truck with a 3 to 5 year projection. Questions the Board had for this department were:

1. Show capital reserve numbers and how it affects the totals.
2. Show how much the operation & maintenance costs would be decreased.
3. What is the impact of service if not purchased?
4. Show the salvage value of the existing equipment.

It was agreed to request the Fire Chief to meet with the Board to answer the questions.

Fremont School District

The Board reviewed the worksheet for the Fremont School District as submitted by Financial Administrator Ann-Marie Scribner. This worksheet showed an \$8,000,000 to \$15,000,000 projection, with a timeframe of 5 years, for additional space to alleviate overcrowding in the schools. The rational was to provide added capacity to serve growth. Mrs. Scribner also submitted a "Long Range School Facilities Planning" report. Mr. Barham said the he would like to read the report before making recommendations on the School District worksheet. He will copy the report and send it to the Land Use Office to be forwarded to the Members for their review.

Questions:

1. Is this the only project for the school for the next 5 years?
2. When will this project be started and completed?

It was agreed that this will be further addressed at the next meeting.

MASTER PLAN

Recreation Chapter

The Board reviewed the updates to the Recreation Chapter of the Master Plan as done by Recreation Committee Member Jon Benson. After some discussion the Members agreed that this chapter was ready to go to Public Hearing for amendment.

Community Facilities Chapter

Mrs. Bolduc stated that additional feedback has been requested from all of the departments involved with the Communities Facilities Chapter with a May 28, 2008 date of submittal. This will be on the June 4, 2008 agenda.

Housing Chapter

This chapter is contracted, but has not been started yet. Mr. West said the contract is due in December, 2008.

Implementation and Action Plan Chapter

Mr. West reported that he has applied apply to CTAP for \$1,500 to fund the creation of an Implementation and Action Plan Chapter of the Master, but has not heard from CTAP relative to the approval of the fund.

Land Use Chapter

Mr. West stated that he will draft an update to the Land Use Chapter to the Master Plan. He has submitted the Land Use Maps. Mr. West reiterated that he needs input from the Board for future land use portion of this chapter. He can bring the projector with the GIS or we can do it on a paper map. This will be put on agenda for the next meeting.

SITE PLAN REVIEW REGULATIONS

Parking – Section 1.13-N

Mr. West distributed the amended parking draft for the Members to review at their leisure and discuss at the next meeting.

INNOVATIVE PLANNING TECHNIQUES

Mrs. Bolduc reported that she has contacted Clay Mitchell relative to doing a power point presentation for the Board on Innovative Planning Techniques and has not heard back from him yet. It was agreed to invite the Energy Commission to the meeting when it is scheduled.

CTAP

Mr. Karcz reported the he went to the last CTAP meeting where he learned that a topic was mapping build outs. Rob Pruyne of RPC is planning to meet with the Planning Board sometime in July or August to discuss the build out analysis. Mrs. Bolduc will get in touch with him to schedule the meeting.

C.L. MAGNUSSON

Map 2 Lot 070 Gravel Operation

Mr. Barham reported that the Board has received a copy of a May 22, 2008 correspondence from the Selectmen to C.L. Magnusson, as a follow-up to their February 21, 2008, relative to his application to put his property in current use and advising him that the land is not eligible for current use if any gravel operation has not been fully closed out by the Planning Board and reclaimed.

Reclamation requirements as per RSA 155-E: 5 - **Minimum and Express Reclamation Standards.**

*Within 12 months after the expiration date in a permit issued under this chapter, or of the completion of any excavation, whichever occurs first, the owner of the excavated land shall have completed the reclamation of the areas affected by the excavation to meet each of the following minimum standards or when such excavation is not subject to a permit under this chapter pursuant to RSA 155-E:2, to meet each of the following express standards:*

*I. Except for exposed rock ledge, all areas which have been affected by the excavation or otherwise stripped of vegetation shall be spread with topsoil or strippings, if any, but in any case covered by soil capable of sustaining vegetation, and shall be planted with seedlings or grass suitable to prevent erosion. Areas visible from a public way, from which trees have been removed, shall be replanted with tree*

*seedlings, set out in accordance with acceptable horticultural practices.*

*II. Earth and vegetative debris resulting from the excavation shall be removed or otherwise lawfully disposed of.*

*III. All slopes, except for exposed ledge, shall be graded to natural repose for the type of soil of which they are composed so as to control erosion or at a ratio of horizontal to vertical proposed by the owner and approved by the regulator. Changes of slope shall not be abrupt, but shall blend with the surrounding terrain.*

*IV. The elimination of any standing bodies of water created in the excavation project as may constitute a hazard to health and safety.*

*V. The topography of the land shall be left so that water draining from the site leaves the property at the original, natural drainage points and in the natural proportions of flow. For excavation projects which require a permit from the department of environmental services pursuant to RSA 485-A:17, the provisions of that statute, and rules adopted under it, shall supersede this paragraph as to areas of excavation sites covered thereby. The excavator shall file a copy of permits issued under RSA 485-A: 17 with the regulator.*

Mr. Barham reported that the Board has also received a handwritten statement from Mr. Magnusson relating that he has loamed and seeded 4 -5 acres of the pit floor with ½” screened loam, 1,000 pounds of fertilizer, 1,000 pounds of lime, 140 pounds of grass seed and conservation mix and requesting that “when Thom Roy comes out to check I would like to be there to answer any questions”.

Mr. Barham stated that at the February 27, 2008 meeting the Members voted that for the Board to consider the Magnusson excavation site (Map 2 Lot 070) finished and closed out, a written report would be required from the Town Engineer stating that the site has been completely reclaimed.

Mr. Downing made the motion that the Board contact Lou Caron of LC Engineering to schedule a site visit of the C. L. Magnusson gravel pit, at the applicants expense, for the purpose of observing whether satisfactory complete reclamation has occurred and the site can be closed and that Mr. Caron issue a final written report to that effect. And also that Mr. Magnusson be notified of the date and time of the site visit as requested.

Motion seconded by Mr. Holmes with unanimous favorable vote.

## SEACOAST FARMS

Map 5 Lot 035

Mr. Barham stated that odor complaints relative to Seacoast Farms were received by the Building Official/Code Enforcement Officer on May 23 and May 28, 2008.

## CORRESPONDENCE

1. A copy of an April 16, 2008 extension amendment of an irrevocable letter of credit from Centrix Bank to Datchet Development, LLC for the Spruce Hill Development on North Road at Map 6 Lot 050.

Mr. Karcz made the motion to adjourn at 10:05 pm.

Motion seconded by Mr. Downing with unanimous favorable vote.

Respectfully submitted,

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Meredith Bolduc, Secretary